

# Transportation Professional Certification Board, Inc.

Affiliated with the Institute of Transportation Engineers

## Newsletter: July 7, 2015

### Upcoming Annual Business Meeting: August 4, 2015

The [Transportation Professional Certification Board, Inc.](#) will hold its Annual Business Meeting on Tuesday, August 4, 2015 at the Diplomat Resort and Spa in Hollywood, FL, USA. The meeting will be held during the [ITE Annual Meeting and Exhibit](#), taking place August 2-5, 2015.

**Date:** Tuesday, August 4, 2015

**Time:** 2:15-2:45 p.m.

**Place:** Room 217, Diplomat Resort and Spa, Hollywood, FL, USA

**Agenda:**

- Report of the Chair
- Financial Report
- Old Business
- New Business
- Announcements
- Adjournment

TPCB board members will also be on hand at an Exhibit Hall booth to answer questions and provide more information about certification during the ITE Annual Meeting and Exhibit. Take advantage of this opportunity to talk with board members and invite colleagues to learn more about the Professional Traffic Operations Engineer® (PTOE) and Professional Transportation Planner® (PTP) certification programs. Unable to attend in person? Send inquiries to [certification@tpcb.org](mailto:certification@tpcb.org).

### Lifelong Learning and Career Advancement Through Certification

The July 2015 issue of [ITE Journal](#) includes a feature, [Advancing Yourself Through Certification](#), which explores a variety of paths for professional advancement through certification programs and registrations. Read this article for an overview of current certification programs available to transportation professionals and the background on their development and meaning. In addition to exploring differences between current certification programs, the article explains differences between certification and certificate programs. Read the article [here](#).

### Spread the Word on 2015 Certification Exams Application Deadline: August 12

Do you know a colleague interested in pursuing PTOE and/or PTP certification? **The application deadline for computer-based exams to be taken in the October 1 to 31, 2015 time frame is August 12, 2015.**

Complete exam information is available at [www.tpcb.org/examschedule.asp](http://www.tpcb.org/examschedule.asp). Application forms are available [here](#). For a list of available exam cities please click [here](#).

## Keep Your Certification Current

Every 3 years, PTOE and PTP certificants must apply for renewal of their certification, showing they have met their Continuing Professional Development requirements by completing the required Professional Development Hours (PDH) of activities. This renewal process ensures that certificants maintain good standing in the transportation profession and continue to enhance their knowledge of the technology and scientific principles related to the certificate program. As part of a profession that is sustained through life-long learning, the professional development opportunities and options associated with meeting the continuing professional development requirements ensure that certificants are well equipped to meet the needs and challenges transportation professionals face in delivering public safety and mobility.

### PDH Credit Criteria

The TPCB uses PDH criteria that has been defined by the National Council of Examiners for Engineering and Surveying (NCEES), a national nonprofit organization dedicated to advancing professional licensure for engineers and surveyors that develops, administers, and scores the examinations used for engineering and surveying licensure in the United States, such as the Professional Engineer (P.E.). The NCEES Continuing Professional Competency Guidelines defines both what qualifies and does not qualify for PDH credit.

PDH credits should meet the following criteria:

- The subject matter of the activity shall be of a professional level and within the scope of the domains of the certification program.
- The activity shall be educational in nature and have the clear purpose and objective of maintaining, improving or expanding professional skills and knowledge.
- The activity shall be in addition to activities of the certificate holder's normal work assignment.

NCEES provides the following examples to clarify further the definition of qualifying and non-qualifying activities:

### Typical Qualifying Activities

- Completing or attending courses, seminars, instruction, in-house programs, or training of engineering or surveying content related to the licensee's field of practice
- Attending technical or professional society meetings when an engineering/surveying topic is presented as a principal part of the program
- Teaching a course for the first time or teaching a course previously taught if substantial time was spent in updating material
- Attending satellite down-link video courses where attendance is verified and program material meets the requirements
- Completing computer software instructional courses that relate to the improvement of one's business or profession
- Completing management or ethics courses that relate to the improvement of one's business or profession
- Completing correspondence courses on an engineering/surveying topic where lessons are prepared and returned for correction and/or grading and where testing at the end of the course is required

## Typical Non-qualifying Activities

- Regular employment
- Self-study
- Personal self-improvement
- Service club meetings or activities
- Equipment demonstrations or trade show displays
- Topics not relevant to engineering or surveying professions
- Enrollment without attendance at courses, seminars, etc.
- Repetitive attendance or teaching of the same course
- Attending committee meetings or general business meetings of any organization

There are a wide variety of webinars, seminars, conferences, and training courses that meet the requirements for qualified PDH credits, both including and beyond the opportunities offered by the Institute of Transportation Engineers. If you have any questions about PDH credits or the renewal process, contact Ann O'Neill at [certification@tpcb.org](mailto:certification@tpcb.org).

## RFPs Requiring PTOE and PTP Certification

PTOE and PTP certifications may not only provide an edge for request for proposal (RFP) respondents; these certifications may be required for interested firms to apply.

**Does your city, state, or local jurisdiction require PTOE or PTP certification for projects?** Let us know at [certification@tpcb.org](mailto:certification@tpcb.org). Collected responses will help provide examples for others looking to implement PTOE and PTP certification as a standard requirement.

The Transportation Professional Certification Board Inc. (TPCB), an autonomous certification body affiliated with the Institute of Transportation Engineers, offers the following certification programs: Professional Traffic Operations Engineer® (PTOE) and Professional Transportation Planner® (PTP). For more information, visit [www.tpcb.org](http://www.tpcb.org).

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